


Central DCC DPHIP Implementation Funding Maine Children's Home – Contract Key Dates



Public Health
Prevent. Promote. Protect.
Central District
Coordinating Council

Date:	Topic:	What will be needed:
April 22 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> Updates you have on the trainings <input type="checkbox"/> Discussion on how to publicize trainings, recruit needed sectors, other assistance?
April 30	Invoice #1 Due	Your first invoice will be due. Please e-mail an invoice for \$1,850 to Paula - paula.thomson@maine.gov
April 30	Training locations	Please have all training locations confirmed by this date (Key Activity #1)
May 20 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> A summary of how the first training went (How many attendees, copy of participants' survey, example of materials used at training, survey results) <input type="checkbox"/> Confirmed locations of the next two trainings, any assistance needed?
June 17 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> A draft of your June 30 report <input type="checkbox"/> An example of the 3-month post-training surveys you will be sending out, and how you will distribute them
By June 30	June 30 Report Due	Using the reporting template provided, fill out the tab "June 30 Report" and send to Paula - paula.thomson@maine.gov  Central DCC FY19 - MCH funding reporti
By June 30	Invoice #2 Due	Your second invoice will be due. Please e-mail an invoice for \$1,850 to Paula - paula.thomson@maine.gov
July 15 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> A draft of your July 30 report <input type="checkbox"/> A summary of how the second training went (How many attendees, copy of participants' survey, example of materials used at training, survey results) <input type="checkbox"/> An update on the third training, how you are promoting it, and how we can help <input type="checkbox"/> An update on plans for the post-training surveys
By July 30	July 30 Report Due	<input type="checkbox"/> Using the reporting template provided, fill out the tab "July 30 Report" and send to Paula - paula.thomson@maine.gov
August 19 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> An update on the third training <input type="checkbox"/> An update on the post- training surveys
August 30	Trainings & Surveys Complete	All trainings must be completed by this date, and same-day pre and post surveys collected from all trainings (Key Activity #3)
September 16 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> Draft of Final Report <input type="checkbox"/> Summary of how the third training went ((How many attendees, copy of participants' survey, example of materials used at training, survey results) <input type="checkbox"/> Update on post-training surveys from the first training <input type="checkbox"/> Update on post-training surveys for the second and third training
September 30	Final Report Due	Using the reporting template provided, MCH will fill out the tab "Final Report" and send to Paula - paula.thomson@maine.gov
October 28 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> An update on how the trainings went – overall and lessons learned <input type="checkbox"/> An update on the post-training surveys and results
November 25 2:30 – 4pm at UWMM	ACEs Workgroup Meeting	<input type="checkbox"/> Final results from the three trainings and the post-training surveys <input type="checkbox"/> Any additional information you would like to share about the process; next steps